

**KANAB CITY COUNCIL MEETING
JANUARY 24, 2012
KANE COUNTY COMMISSION CHAMBERS**

PRESENT: Mayor Nina Laycook, Council Members Kirt Carpenter, Cheryl Brown, James Sorenson, Joe B Wright, and Ed Meyer, City Manager/Recorder Duane Huffman, Attorney Greg Hardman and City Treasurer RaeLene Johnson.

WORK MEETING: A presentation was given by the Parks and Recreation Board regarding a proposal for a recreation director. Mr. Noel Poe presented a power point on the vision of the Parks and Recreation Board. The vision of the Board is for the recreation director to manage & coordinate recreation services, help promote special events, coordinate with maintenance, use websites and on line services to promote Kanab's recreation and also to assist the pool manager. Mr. Poe suggested ways to help fund the operation and maintenance for a full time director such as donations, room tax, user fees and etc. The Parks & Trails Master Plan's goal is to protect Kanab's western heritage, promote high quality living, working, visiting and playing. Parks and trails is an integral part of residents life. The recreation director would work with all the volunteers. Mr. Dave Baird addressed the Council with a proposal. He said he had contacted Hurricane, Panguitch, Beaver and Washington to get ideas on how they run their recreation. He would like the director to create and manage an on-line calendar of recreation activities where participants can register and sign up for events. He stated that Kanab could be a recreation destination. He recommended a full time position or a three year contract with a starting salary of \$35,000 a year. He felt the economic benefits to the City would measure the Director's performance. Mr. Baird felt that the Director could be paid from event entry fees, property tax and sales tax without increasing either of these taxes. Council Member Brown stated that the City needs a plan to make it happen. Having a recreation director has been in the works for a long time. Council Member Carpenter expressed approval of the concept, but felt that he didn't want to overwhelm the director. He liked the idea of an incentive type contract. Council Member Sorenson felt the City needed to look at the feasibility of a Parks Department in the City for the long term vision, but he agrees with the need for a parks and recreation director. He was also concerned with too much responsibility for one individual. Council Member Wright said that the City needs to get something going and then let it grow from there. Council Member Meyer felt that the Director would need staff support. He was also concerned with supplying recreation only for the young. The seniors are a large part of this community. He had a concern about marketing for competition. He felt that a marketing director is different than a recreation director. Mayor thanked them for their presentation and told the staff to get financial statements together. City Manager Huffman recommended that the Council consider the expenditures first then later come back and look at the revenues. Council Member Wright suggested checking with some of the universities to see what education is needed for a recreation director. The Council agreed to put this item on the Feb 28th meeting.

Mayor Laycook opened the regularly scheduled meeting at 7:00 p.m.

**PRESENTATION BY HINTON, BURDICK REGARDING THE FISCAL YEAR
2010/2011 INDEPENDENT AUDIT:** Mr. Steve Palmer with Hinton, Burdick addressed the

Council and presented a power point of the audit. He said the financial statements were given a clean opinion and the City is in State compliance. There were some issues that needed correction and have been completed or are in the process of completion. Council Member Meyer expressed appreciation to the staff.

APPROVAL OF MINUTES AND VOUCHERS: A motion was made by Council Member Sorenson and 2nd by Council Member Wright to approve the minutes of the January 10th meeting with a correction and the vouchers. Motion passed unanimously.

PUBLIC COMMENT: Mr. Victor Sandonato of Denny's Wigwam addressed the Council concerning the UDOT road project through Center Street. He felt it would devastate the businesses along the highway. UDOT should do the project in phases. Mr. Kevin Kitchen from Utah Department of Transportation addressed the Council. He said there was not going to be any re-routing traffic, the businesses would be able to remain open and there would still be two way traffic, and that UDOT would continue to work with the City and with local businesses and residents.

PRESENTATION OF THE KANAB CITY 2011 ARTIST OF THE YEAR AWARD TO JULIE ROGERS AND THE CONTRIBUTION TO THE ARTS AWARD TO LILLIAN AND BOB GURR: Mayor Laycook presented a picture and a proclamation declaring by the Kanab City Council and the Kanab Arts Council that Julie Rogers is Kanab City's 2011 Artist of the Year. The picture will hang in the hall of the court house. Mayor Laycook also presented Lillian and Bob Gurr co-recipients of Kanab City's 2011 Contribution to the Arts Award. Their picture will also hang in the hall near the City Office.

CONSIDER APPOINTMENT OF DAVE BORUP AND DENNIS DAY TO THE KANAB CITY PLANNING COMMISSION: A motion was made by Council Member Sorenson and 2nd by Council Member Wright to appoint Dave Borup and Dennis Day to serve on the Kanab City Planning Commission for the term of 4 years. Motion passed unanimously. Council Member Carpenter expressed a desire to for the Council to be involved with the applications for the Planning Commission. Council Member Meyer asked how many applicants there were. Mayor Laycook said they had received 4 applications.

CONSIDER APPROVAL OF A CLASS D BEER LICENSE FOR PAULA ZUTES AT 198 SOUTH 100 EAST: Police Chief Tom Cram stated he had no objections to approving this beer license. A motion was made by Council Member Wright and 2nd by Council Member Brown to approve a Class D Beer License for a restaurant owned by Paula Zutes at 198 South 100 East and the local consent to be sent to the State. Motion passed unanimously.

PUBLIC HEARING: APPLICATION TO THE UTAH PERMANENT COMMUNITY IMPACT FUND BOARD FOR FUNDING (GRANT AND/OR LOAN) FOR THE INSTALLATION OF STORM WATER INFRASTRUCTURE ON 300 SOUTH FROM 100 EAST TO KANAB CREEK (IN CONNECTION WITH STORM WATER INFRASTRUCTURE TO BE INSTALLED BY UDOT): A motion to go into a Public Hearing to discuss funding for the installation of storm water infrastructure on 300 South from

100 East to Kanab Creek was made by Council Member Meyer and 2nd by Council Member Brown. Motion passed unanimously. There were 25 present at the Public Hearing. It was noted that UDOT agreed to put in a 48" pipe along 300 South to 100 East if the City finishes the project from 100 East along the south side of 300 South to Kanab Creek. Mr. Huffman explained the estimated cost of the project and its scope. Mr. Huffman also explained what was contained in the CIB application, and the CIB process. Mr. Jim Walls expressed concern about funding being up in the air, and ask if the City has any other funding options. It was noted how hurt people were with the flooding a few years ago along that street on 300 South. A motion to go out of the Public Hearing was made by Council Member Meyer and 2nd by Council Member Wright. Motion passed unanimously.

PUBLIC HEARING: APPLICATION TO THE UTAH PERMANENT COMMUNITY IMPACT FUND BOARD FOR FUNDING (MATCHING GRANTS) FOR A

FEASIBILITY STUDY FOR A SENIOR CITIZEN CENTER: A motion was made by Council Member Brown and 2nd by Council Member Wright to go into a Public Hearing to discuss an application to the Utah Permanent Community Impact Board for funding for a feasibility study for a new senior citizen center. Motion passed unanimously. It was noted that the City has been working with Kane County over the last year to look at the possibility of a new senior center. The location of the senior citizens center at the present time is an old water tank made out of rock. It leaks not only through the roof, but also through the walls. The City owns the land and building and the County runs the Senior Center. It has to be determined where we want the new building and how are we going to fund it. The CIB Board will fund a 50% match for a feasibility study. The study can be done in two phases. One phase to find a site location, and financing sources. Phase Two would be civil engineering and building and architectural design. The County would pay 25% of the match and the City 25%. Mr. Jim Walls stated how important a senior center is. It provides a lot of services to the community. A motion was made by Council Member Wright and 2nd by Council Member Sorenson to go out of the Public Hearing. Motion passed unanimously.

CONSIDER APPROVAL OF THE 3RD ADDENDUM TO THE REVISED WATERWORKS AGREEMENT WITH THE KANE COUNTY WATER CONSERVANCY DISTRICT/THIS ADDENDUM PROVIDES A PORTION OF FUNDING FOR NEW KANAB CITY WATER LINES IN CONJUNCTION WITH THIS YEAR'S UDOT PROJECT:

It was noted that the funds that the Kane County Water Conservancy District received from the Division of Drinking Water had \$196,000 remaining. These funds can be used to help with the water project in conjunction with UDOT's drainage project along 300 South. The old pipe will be replaced with 12" water pipe and all of the lead joints will be replaced. Those old water lines are approximately 50 years old. A motion was made by Council Member Wright and 2nd by Council Member Carpenter to approve the third addendum to the revised waterworks agreement. Motion passed unanimously by roll call vote.

CONSIDER APPROVAL OF CONTRACT FOR KANAB CITY PROSECUTOR WITH KANE COUNTY AND THE KANE COUNTY ATTORNEY'S OFFICE:

A motion was made by Council Member Meyer and 2nd by Council Member Sorenson to approve the contract for Kanab City prosecutor with Kane County and the Kane County Attorney's Office in the

amount of \$50,000 a year. Motion passed unanimously by roll call vote.

DISCUSSION REGARDING BUILDING PERMITS: The Council discussed extensions for building permits, or giving them a credit to apply for new permits. Council Member Wright suggested charging for another plan review. Inspector Russ Keller said there are not very many people who ask for extensions. Council Member Carpenter felt like the City was trying to fix something that wasn't broken. The State building code states that if you haven't used your building permit within 180 days, you can write a request to the building inspector for an extension. He has the authority to grant or not grant the extension, but after the 180 days the permit has expired and a new one will be needed to be before proceeding. The Council left the topic without taking action.

DISCUSSION WITH CITY ATTORNEY ON CITY GOVERNANCE: Mr. Greg Hardman offered training on City Governance for the Council. It stated the duties of the Mayor and the Council and when to have closed sessions. The duties of the City Manager was also included. Closed meetings may only be held for the purpose of discussing the character, professional competence or physical or mental health of an individual, strategy sessions to discuss collective bargaining, strategy sessions to discuss pending, threatened or reasonably imminent litigation and strategy and negotiation of contract terms and for the acquisition of property. Mr. Hardman also noted that some of the City's Ordinances are outdated when they state certain state codes. Some of the codes they state no longer exist, or they have a different number.

MERIT & PERFORMANCE EVALUATIONS: A motion was made by Council Member Sorenson and 2nd by Council Member Brown to approve the merit evaluations and pay increases for the following: Public Works Maintenance Tech II, Jake Dutton, from Grade 10 Step F to Grade 10 Step G; Police Sergeant, William Crosby, from Grade 16 Step O to Grade 16 Step P; Building Inspector/Zoning Administrator, Russell Keller, from Grade 17 Step M to Grade 17 Step N and City Treasurer RaeLene Johnson from Grade 11 Step V to Grade 11 Step W. Motion passed unanimously.

A motion was made by Council Member Meyer and 2nd by Council Member Wright to go into an executive session to discuss the character, professional competence or physical or mental health of an individual. Motion passed unanimously.

A motion to go out of Executive Session was made by Council Member Meyer and 2nd by Council Member Wright. Motion passed unanimously.

MERIT AND PERFORMANCE EVALUATION: A motion was made by Council Member Meyer to approve the merit evaluation and pay increase of the City Manager, Duane Huffman, from Grade 24 Step F to Grade 24 Step G. Motion 2nd by Council Member Brown. Motion passed unanimously.

A motion to adjourn was made by Council Member Wright and 2nd by Council Member Carpenter. Motion passed unanimously.